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SECURITY INFORMATION

MEMORANDUM FOR: Deputy Director (Administration)

26 JUN 1952

THROUGH : Deputy Director (Intelligence)

SUBJECT : Revision of Table of Organization of Office of Research and Reports

1. There is submitted herewith (Tab C) a revised Table of Organization for ORR under which it is proposed to operate for Fiscal 1953. Operationally this Office will function on the basis of this T/O commencing 1 July 1952. It is hoped that administrative approval in principle can be granted at an early date so that Classification and Wage Administration Division can proceed with a survey of the Office to bring all phases of organizational records into conformity with the working organization.

2. General Comments

a. ORR is at present operating under the T/O for FY 1952, approved late in 1951, as modified by Project 152-52 in January 1952, hereafter referred to as the 1952 T/O. We were informed by DDI that we might, for planning purposes, use the T/O request submitted with the FY 1953 budget proposals in September 1951, [redacted] reduced by the over-all [redacted] suggested by ORR in compliance with what were understood to be the Director's wishes in February 1952. The resulting reduced 1953 figure of [redacted]

b. The proposed new T/O transmitted herewith remains within the total limit, [redacted] Provision is also made (see diagram (Tab A) to keep the subordinate units and the Office as a whole within the personnel ceiling [redacted] prescribed by memorandum to AD/RR from ADDA 20 May 1952.

c. The existing (1952) T/O was drafted under heavy time pressure when ORE was broken up. There was little concrete experience on which to base decisions. The changes requested in September 1951 for FY 1953 represented increases judged necessary rather than an extensive revision, for which experience was still very limited. The remarkable thing is not that a year's additional experience has shown the need for revamping, but rather that the changes required have been so modest. A comparative table is attached to the proposed T/O (Tab B).

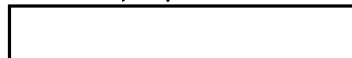
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it passed. Those who are going to work with it and in it believe it to be the best that can be devised. As the officer bearing ultimate full responsibility for its effectiveness, I urge that it be promptly approved.

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Assistant Director
Research and Reports

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3 Enclosures

1. Draft Organization Chart
2. Comparative Table
3. Revised T/O for ORR

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